
5A

Action

Fiscal Policy and Planning Committee

Approval of Agreement Awards Over \$150,000 for Fiscal Year 2008-09

Executive Summary: Section 610 of the Commission on Teacher Credentialing (Commission) Policy Manual (Contract Authority) requires that agreements or contracts of \$150,000 or more be approved by the Commission. This item presents an agreement that requires approval.

Recommended Action: Staff seeks the approval for the Executive Director to execute the agreement as presented in this agenda item.

Presenter: Crista Hill, Director, Administrative Services Division - Fiscal and Business Services Section

Strategic Plan Goal: 6

Maximize the effectiveness of the agency and its staff through the optimal use of technology, ongoing staff development and maintenance of a positive work environment

- ◆ Use technologies to support both ongoing operations and innovations designed to increase efficiency
- ◆ Communicate effectively to share information and increase productivity

August 2008

Approval of Agreement Awards Over \$150,000 for Fiscal Year 2008-09

Introduction

Section 610 of the Commission on Teacher Credential (Commission) Policy Manual (Contract Authority) requires that agreements or contracts of \$150,000 or more be approved by the Commission. This agenda item seeks approval for the Executive Director to authorize the agreement as presented in this agenda item that is in excess of \$150,000.

Background

As part of daily operations Commission staff works with various external vendors to complete some of the tasks in order to access needed expertise in the field. When an agreement, as specified in Section 610, exceeds \$150,000 Commission staff must seek approval from the Commission prior to entering into the agreement. Agreements below \$150,000 are currently delegated to the Executive Director for approval.

Requested Action by the Commission

At this time, Commission staff seeks the Commission's consideration and action on the one Examination agreement as follows:

The current contract for administration of the California Teachers of English learner (CTEL) examination will expire in July 2008. All of the other Commission-owned examinations are currently covered within a single administration contract that runs through October 2010. Commission staff is requesting the approval to award a new contract for the CTEL examination in order to bring this examination into the same contractual timeline as the administration of the other Commission-owned examinations. It is anticipated that a new Request for Proposal for examinations administration will be issued in fall of 2009 that will include the CTEL, CBEST, CSET, and RICA examinations. The approval of this contract award will allow for the consolidation of all of the Commission-owned examinations within a single administration contract that would begin in late 2010.

It is important to note that the contractor being recommended for the award will be formally announced on the evening of August 1, 2008. Formal notification will be available on the Commission's website at www.ctc.ca.gov or at the Commission Office at 1900 Capitol Avenue, Sacramento, CA 95811-4213 at the appropriate time. As a result, an agenda insert will be provided at the August 7-8, 2008 meeting for this item.

Recommendation

Commission staff seeks the approval for the Executive Director to execute the agreement as presented in the agenda item insert.

